Unique Identifiers for MCC Products

Unique FEMA Case Numbers (e.g., 01-05-123R) shall be assigned by the appropriate MCC based on the information below, except where noted:

- The first two digits ("01") represent the fiscal year in which the request is received.

- The next two digits ("05") represent the FEMA Region in which the community is located.

- The last three (or more) digits represent the consecutive request number for that region during the fiscal year.

- The letter suffix ("R") identifies the procedure under which the request is to be processed.

  List of Suffixes by Product:

  Suffix = Product (Example Case No.)

  1. A = LOMA & LOMR-F (01-05-567A)
  2. AD = LOMA & LOMR-F; Dual Community (01-05-567AD)
  3. C = Conditional LOMA & Conditional LOMR-F (01-05-567C)
  4. CD = Conditional LOMA & Conditional LOMR-F; Dual Community (01-05-567CD)
  5. P = LOMR (01-05-567P)
  6. R = Conditional LOMR (01-05-567R)
  7. V = Revalidation (01-05-567V)
  8. X = Corrected copy (01-05-567X)
  9. DC = Digital Conversion (01-05-567DC)
  10. PR = PMR (01-05-567PR)
  11. FR = RFIS (01-05-567FR)
  12. XS = XDS (01-05-567XS)
  13. LP = LMMPs (01-05-567LP)
  14. NF = Non-Floodprone Conversion by Letter (01-05-567NF)
  15. MM = Minimal Conversion with Map (01-05-567MM)
  16. ML = Minimal Conversion by Letter (01-05-567ML)
  17. RP = Reprint or Recomposition Requests (01-05-567RP)
  18. CB = CBRS Map Revisions (01-05-567CB)
  19. RC = Controlled Responses (01-05-5671RC)
  20. RD = Director Responses (01-05-567RD)
  21. RM = Mapping Responses (01-05-567RM)
  22. RF = FOIA Responses (01-05-567RF)
  23. RE = E-mail Responses (01-05-567RE)
  24. RS = Special Responses (01-05-567RS)
  25. SP = Special Project Assignments (01-05-567SP)
  26. CP = CTP Agreements (01-05-567CP)

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<u>Case Numbers with Prefixes</u>:

Letters of Determination Review (LODRs)

FEMA Case Numbers (e.g., 001130 P002) are assigned by the appropriate MCC based on the information below:

- The first two digits ("00") represent the calendar year (and not the fiscal year, due to the software design) in which the request is received:

- The next two digits ("11") represent the month the request is received.

- The next two digits ("30") represent the date the request is received.

- The following letters represent the first initial of the name of the MCC processing the request:

    1. B= Processed by Michael Baker Jr., Inc.
    2. D = Processed by Dewberry & Davis LLC
    3. P = Processed by PBS&J

- The last two (or more) digits ("002") represent the consecutive request number for that day.

External Data Requests:

FEMA Case Numbers (e.g., P0105002) are assigned by the appropriate MCC based on the information below:

- The first letter ("P") represents the first initial of the name of the MCC processing the request:

    1. B = Processed by Michael Baker Jr., Inc.
    2. D = Processed by Dewberry & Davis LLC
    3. P = Processed by PBS&J

- The next two digits ("01") represent the fiscal year in which the request is received.
- The next two digits ("05") represent the FEMA Region in which the community is located.
- The last three (or more) digits ("002") represent the consecutive request number for that region during the fiscal year.

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